

**EATON UNDER HEYWOOD & HOPE BOWDLER PARISH COUNCIL**

**Chairman: Cllr. Graham Watts**

**MINUTES**

**of the Parish Council meeting held on Monday 14<sup>th</sup> April 2025**  
**7.30pm at Tickerton Village Hall**

**040/25 - Present**

Cllr. G Watts - Chairman

Cllr. P. Jenkins

Cllr. L Gray

Cllr. T Madeley

Cllr. S Jones

Cllr. C Pugh

Cllr. B. Orme

**In Attendance**

The Clerk and one member of the public.

**041/25- Declarations of Interest relating to this meeting.**

Members are requested to declare any Disclosable Pecuniary or Personal Interests they may have in matters to be considered at this meeting in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

No declarations were made.

**042/25 Public question time**

No matters were raised.

**043/25– Approval of the Minutes of the Parish Council Meeting held on 17<sup>th</sup> March 2025**

The Minutes of the Parish Council Meeting held on 17<sup>th</sup> March 2025 had been circulated and considered by the councillors. No objections were raised to the Minutes.

Cllr. Jenkins **proposed** that the Minutes of the Parish Council Meeting of 17<sup>th</sup> March 2025 be approved by the councillors.

Proposal **seconded** by Cllr. Jones

**Vote:** Minutes approved with one abstention.

## **044/25 – Matters arising from the Minutes of 17<sup>th</sup> March 2025**

032/25 – Item 4: The Clerk advised the Footpaths Officer at Shropshire Council had checked Footpath 0527 at Lilywood and has officially closed it as it was blocked by several fallen trees. Cllr. Madeley posted the official notice of closure in Eaton and the notice was also uploaded onto the parish council's website.

035/25: The Clerk advised that at the March meeting councillors had reviewed and approved the parish council's Standing Orders. Subsequently SALC had produced a revised and up-dated set of Standing Orders. The Clerk had checked these and added the parish council's SO for dealing with planning applications. The new Standing Orders had been circulated to all councillors prior to this meeting and are on the agenda to be approved tonight.

### **045/25– Reports**

Cllr. Motley did not attend the meeting and had not sent a report by email.

### **046/25 – Planning application**

**25/01140/FUL** – application for the erection of a detached outbuilding comprising a home gym, a home office, and a garage/workshop at Pikeside, Bull Lane, Hope Bowdler.

Councillors considered the plans submitted with this application. It appeared from the plans that the proposed development was significantly larger than the existing house and indeed the two-storied part of the development looked like the footprint of a second house. In the view of the councillors the proposal amounted to an overdevelopment of the site and they were unanimously unable to support the application and so objected to it.

### **047/25 - Correspondence/Communications**

**Councillors considered the following items of correspondence:-**

1. Email, Ms Laura Howells, Communications & Engagement Officer, Shropshire Council, seeking permission to plant trees and shrubs on cleared area of bank, left hand side of B4371 as it leaves Hope Bowdler in direction of Church Stretton. Two previous requests to Highways have elicited no response.
2. Email to Peter White, WebOrchard, seeking their assistance with changing the parish council's domain name to include gov.uk as is now required by law.
3. Road closure notification: Un-named road between Ticklerton & Hope Bowdler on 18<sup>th</sup> June 2025 to replace BT poles.

4. Road closure notification of B4368, Corvedale Road at Craven Arms between 21<sup>st</sup> July and 1<sup>st</sup> August 2025 for resurfacing works.
5. Notification from SC with details of the changes the English Devolution White Paper of 16.12.24 will bring. At present Shropshire Council has not been identified as a candidate for local government re-organisation.
6. Police Community Charter: Parish Council Contract dated 01.04.25
7. Bundle of emails etc between Mr P Bamber, Rights of Way Officer at SC and the parish council re fallen trees blocking footpath 0527/27A/1.
8. Bundle of emails etc between Mr P Bamber, Rights of Way Officer at SC and the parish council re Public Path Diversion Order at Whitefields Farm, Eaton Under Heywood. The Parish Council did not object to this diversion.
9. Bundle of emails etc between Mr P Bamber, Rights of Way Officer at SC and the parish council re Public Path Diversion Order at Footpath 38 at Wolverton. The parish council did not object to this diversion order.
10. Planning decision notification: 25/00796/FUL - application for the erection of an extension at Sayang House, Hope Bowdler. Planning permission granted on 11.04.24

#### Responses:

Item 2: The Clerk had discussed with Mr Peter White of WebOrchard – the company which hosts the parish council’s website – what was involved in the change to the gov.uk domain name. Essentially the parish council would have to change from [eatonhopebowlderpc@gmail.com](mailto:eatonhopebowlderpc@gmail.com) to [clerk@eatonhopebowdlerpc.gov.uk](mailto:clerk@eatonhopebowdlerpc.gov.uk). The recommendation is that if the councillors wish to create and deliver emails dealing with council business, then they should have separate email addresses for such communications, e.g. [graham.watts@eatonhopebowdlerpc.gov.uk](mailto:graham.watts@eatonhopebowdlerpc.gov.uk). The councillors discussed this proposal and none wished to have personalised email addresses and instead will channel any correspondence they need to produce via the Clerk.

#### **048/25– Highways and Environmental matters**

048/25/1: It was noted that Highways have still taken no action over the problem with the highway eroding in two separate places by the stream opposite Lower House Farm in Ticklerton, despite many requests from the parish council for action to be taken before an accident occurs. It was agreed to take the matter up

with the new Corvedale Division councillor following the May elections. The Clerk had inspected the site this evening and found it was now significantly worse and posed a real danger to traffic. She will try and obtain photographs and take the matter up again with highways.

048/25/2: Cllr. Orme reported Mr Ray Hill had, on behalf of the parish council, been clearing out drains in Darby Lane when a Highways official stopped and challenged him. Mr Hill pointed out he was doing Highways work for them. The official advised Highways have no funding available to enable them to carry out maintenance works.

### **049/25 - Finance Report for April 2025**

**Balance carried forward at start of financial year** **£3,942.08**

#### **1. Payments to be made on 14<sup>th</sup> April 2025 from Precept Fund**

• HSBC bank charges to	£ 6.60		
• Clerk's net salary for April 2025	£199.31		
• HMRC - PAYE on Clerk's April 2025 salary	£ 49.60		
• Information Solutions Ltd – website hosting fee 2025	£258.55		
• DM Payroll Services Ltd. 2025/2026 payroll admin.	£120.00		
• <u>Admin expenses incurred in April 2025 paid by Clerk and reclaimed by her.</u>			
• Contribution towards telephone/internet provision for April 2025 @ £20 p.m.	£20.00		
• Electricity at Hope Bowdler Village Hall for meeting on 17.03.25 (heating)	£ 4.00		
• 1 pkt A4 copier paper	£ 4.90		
• Travelling expenses @ 45p per mile 14.04.25 – to Ticklerton Village Hall for PC meeting - 32 miles	<u>£14.40</u>		
Total of April 2025 admin. expenses	£43.30	<u>£ 43.30</u>	
–		£677.36	£ 677.36
<b>Balance of Precept fund c/fwd to May 2025</b>			<b><u>£3,264.72</u></b>

The Chairman **proposed** that cheques and direct debits totalling £677.36 as listed above be approved for payment

Proposal **seconded** by Cllr. Orme

**Vote:** Councillors voted unanimously in support of the proposal.

#### **Ring Fenced funds held by Parish Council**

Environmental/Maintenance Fund bal. c/fwd from March. 2025 **£221.78**

Neighbourhood Fund – balance c/fwd from March 2025 £ 451.59

**Total funds held by Parish Council following authorisation  
& presentation of the above cheques.**

Precept Fund	£3,264.72
Environmental/Asset Maintenance Fund	£ 221.78
Neighbourhood Fund grant	£ <u>451.59</u>
	<u>£3,938.09</u>

**2. Bank Statement/Cash Book reconciliation.**

The Clerk's reconciliation between Cash Book and HSBC Bank Statement 162 was checked and approved by Cllr. Jenkins.

**050/25 – To review and if necessary revise/adopt the following documents for the 2024/2025 Audit**

The following documents were considered:

The new version of the Standing Orders

The new version of the Financial Regulations

The Clerk's Schedule of All Receipts and Payments for the 2024/2025 audit, and

The end of financial year reconciliation between HSBC & the Cash Book

These documents had been circulated prior to the meeting and considered by councillors.

The Chairman **proposed** that the above four documents be approved and adopted by the council

Proposal **seconded** by Cllr. Jenkins

**Vote:** Councillors voted unanimously in support of the proposal.

**051/25 – To consider the process for the Co-Option of four additional councillors.**

The Chairman advised that Cllr. Jenkins, Cllr. Gray and Cllr. Jones had all decided not to stand for re-election in the 1<sup>st</sup> May 2025 elections and Cllr. Orme had not been able to get his nomination papers in on time. Thus of the seven councillors, only three remain as councillors following the 1<sup>st</sup> May elections. As three members need to be present for council meetings to be quorate – and thus able to conduct business – it meant all three remaining councillors **had** to be present at meetings from May 2025 onwards. The need to co-opt four more members is urgent and vital. Cllr. Orme confirmed he wished to be co-opted and will attend the May meeting for co-option to occur. It was agreed that the Chairman, Cllr. Pugh and Cllr. Orme will also approach other potential candidates and if possible get them to attend the May meeting.

The Chairman thanked Cllrs. Jenkins, Jones and Gray for their service to the parish council and regretted that they are resigning as they have given him and

the Clerk much support and will be greatly missed. Particular thanks went to Cllr. Gray who has been a councillor for so long that no one could recall precisely how long she had been on the council.

**052/25– Any Other Business (for dissemination of information only)**

The Clerk reminded councillors that the Annual Parish Meeting and the normal parish council meeting will take place on the 12<sup>th</sup> May 2025 at Hope Bowdler Village Hall, and a report will be needed from the Chairman.

There being no further business to conduct, the Chairman thanked everyone for their attendance and closed the meeting at 8.40pm

**The ANNUAL PARISH MEETING will be held at Hope Bowdler Village Hall at 7.30pm on Monday 12<sup>th</sup> May 2025, to be followed by a normal parish council meeting**

**SIGNED** \_\_\_\_\_

**DATED** \_\_\_\_\_